



**BRIEFING: AUGUST 2013 BOARD MEETING AGENDA ITEM #6**

**TO:** Chairman Richard and Board Members

**FROM:** Scott Jarvis, Assistant Chief Program Manager

**DATE:** August 1, 2013

**RE:** Proposal to Issue and RFQ for Right of Way Engineering and Survey Services

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**Introduction**

This item seeks the Board's approval of the issuance of a Request for Qualifications (RFQ) for Right of Way Engineering and Survey Services pursuant to the Board's policy on issuance of RFQs. The Board has previously approved the procurement of these services; this is a technical "clean-up" item to reflect the procurement method of RFQ as opposed to Request for Proposal (RFP).

**Background**

This Board has previously considered the professional services that will be required to acquire the parcels of land necessary for the HSR right of way.

At the Board's July 14, 2011, meeting it passed by a 7-0 vote Resolution #HSR11-20 entitled "Approval to Proceed with the Right of Way Services Consultants/Contractors RFP and Conclusion of Contract(s)" which read in full:

"Resolved: That the Board authorizes the CEO to issue one or more RFPs and conclude contracts for Right of Way Services in the amount not to exceed \$40 million. Staff will provide further clarification of terms at the next Board Meeting on August 25, 2011. At that time the Board may cancel the RFPs or to the extent permitted by law, modify the RFP terms if the Board concerns are not met."

At the Board's August 24, 2011, meeting it passed by a 7-0 vote Resolution #HSR11-21 entitled "Approval of Terms and Conditions Associated with Performance for the Request for Proposals (RFP) for Right-Of-Way Services Consultants/Expert Contractors" which read in full:

"Resolved: That in accordance with the conditions of Resolution #HSR11-20, approved by the Board on July 14, 2011, the Board approves the methods of ensuring contractors' performance and accountability substantially as presented, and which will be included in the RFP for Right-of-Way services, and authorizes the CEO to issue one or more RFPs and conclude contracts for Right-of-Way services in an amount not to exceed \$40 million.

In addition to the services which were procured pursuant to these two resolutions, professional land survey services are required.

### **Discussion of Issues before the Board**

Pursuant to the authority and direction of this Board in resolutions HSR#11-20 and 11-21, in 2012, HSR staff issued an RFP #11-02 entitled “Request for Proposals for Right of Way Services” to procure a wide range of professional services, all of which directly pertained to and supported the acquisition of right-of-way which is necessary to deliver the HSR program.

Among the professional services identified in RFP #11-02 were land survey services. While RFP # 11-02 was outstanding staff determined that a better commercial practice would be to procure land survey services by means of a separate procurement, and as a result the RFP was amended to delete land survey services from the RFP.

Staff now seeks Board approval to procure land survey services through a separate procurement process in support of the Authority’s right-of-way acquisition program. As a licensed profession covered by the terms of California Government Code section 4525, this procurement will be a qualifications based selection. A Request for Qualifications (RFQ) will be issued for these services. The most qualified teams will be identified and a reasonable fee will be negotiated pursuant to State Contracting Manual procedures for qualification based selections.

Under the previous approvals to issue RFP’s for combined services, a RFQ for survey services was issued on July 16, 2013. Approval of this RFQ will be consistent with prior Board direction, and will reflect an appropriate procurement approach.

The scope of the land survey services to be procured include:

- Administration and Project Management
- Progress reports including final reports
- Information and project tracking systems
- Technical services including boundary maps, monumentation maps, survey control maps, records of survey, lot line adjustments, subdivisions maps, legal descriptions, parcel maps, appraisal maps, certificates of compliance, and staking/marketing of parcels.

Resolutions #HSR11-20 and 11-21 authorized expenditure of up to \$40 million for the entire bundle of necessary right of way services. When land survey services were deleted from RFP# 11-02, the total contract amount offered was reduced from \$40 million to \$34 million reserving \$6 million for this subsequent land survey procurement. As a result no additional funding is required.

### **Recommendation**

It is recommended that the Board adopt the following resolution regarding the authority of the CEO:

Approve issuance of a Request for Qualifications to procure one or more contracts with qualified professional land survey teams.

## **Attachments**

- Resolution #HSRA 13-19